## **Other Helpful Resources:**

#### **National Insurance Crime Bureau**

1111 E. Touhy Ave., Ste. 400 Des Plaines, IL 60018 (800) 447-6282 or (847) 544-7000

## **United States Department of Labor**

200 Constitution Avenue, NW Washington, DC 20210 (866) 487-2365

## State of Michigan

## **Department of Licensing and Regulatory Affairs:**

**Unemployment Insurance Agency** Cadillac Place 3024 W. Grand Blvd. Detroit, MI 48202 (313) 456-2400

Wage and Hour P.O. Box 30476 Lansing, MI 48909 (517) 322-1825

Workers' Compensation Agency P.O. Box 30016 Lansing, MI 48909 (888) 396-5041

Contact your local police or prosecutor if your allegations involve criminal activity.

Michigan Department of Insurance and Financial Services Visit DIFS online at: www.michigan.gov/difs DIFS is an equal opportunity employer/program.

Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.

Department of Insurance and Financial Services Office of Consumer Services P.O. Box 30220

P.O. Box 30220 Lansing, MI 48909-7720



**GUIDE TO RESOLVING BUSINESS TO BUSINESS PROBLEMS** 



State of Michigan Rick Snyder, Governor

## **Business-to-Business Complaint Guide**

## "Business-to-Business" Complaint Defined

For our purposes, a "Business-to-Business" complaint involves the following:

The person making the complaint (Complainant) is a company or individual licensed and regulated by the Department of Insurance and Financial Services (DIFS), and is complaining about another licensee (Respondent) licensed and regulated by DIFS.

**Note:** DIFS has a comprehensive process for handling consumer complaints. If the Complainant is a consumer, follow the consumer complaint guidelines on the DIFS website at <a href="https://www.michigan.gov/difs">www.michigan.gov/difs</a> and complete the appropriate consumer complaint form. The forms are located at: Consumers, How to File a Complaint:

Guide to Resolving Insurance Problems: <a href="http://www.michigan.gov/documents/cis">http://www.michigan.gov/documents/cis</a> ofis com

p\_all\_25074\_7.pdf

Guide to Resolving a Problem with a Financial Institution or Consumer Lender:

http://www.michigan.gov/documents/cis ofis fis pub\_1003\_24966\_7.pdf

## **Business-to-Business Complaint Process**

This Business-to-Business Complaint Guide was developed to explain the DIFS approach to handling business to business complaints filed with our agency.

#### **Investigation and Examination Section**

DIFS regulates and monitors the individuals and companies we license, and ensures compliance with the applicable statutes regulating the industry. The investigation and examination sections play a vital role in fulfilling this regulatory responsibility, and are responsible for investigating allegations of violations of Michigan Law.

Staff reviews and investigates complaints, and recommends enforcement action if it is determined that Michigan laws are violated. Enforcement action may include civil penalties, suspension or revocation of licenses, and orders of restitution to consumers and/or complainants.

# Good Business Practices – Avoid DIFS Enforcement

When operating a business, disagreements with customers or other licensees are inevitable. If one party is dissatisfied, he/she may seek a remedy from an outside source and may file a complaint with our office.

Numerous complaints can be viewed as a warning sign that a business practice and/or procedure may require review and change. Every business relies on repeat customers and retaining employees, so it is in the best interest of every licensed individual or company (hereinafter licensee), to ensure that policies, procedures, and laws are adhered to, and complaints are reviewed and taken seriously.

A letter of inquiry may be sent to the licensee to obtain information about the allegations. The letter informs the licensee of the allegations and provides the licensee an opportunity to respond to those allegations. We believe that it is important for each licensee to be given the opportunity to respond to a complaint, and if the licensee has conducted its business in an honest and trustworthy manner, the licensee will be prepared to respond to the complaint with minimal disruption.

#### Just So You Know:

- We will not intervene in contractual disputes; contract disputes are best handled in civil court.
- If the contract dispute involves an alleged violation of Michigan law, we will investigate the alleged violation.
- The Complainant must provide a brief summary of the allegations, must indicate the section of the law he/she believes is being violated, and include supporting documentation.

## Filing a Business-to- Business Complaint

The Complainant must provide documentation to support the allegation. The complaint will be returned as incomplete if either of these two elements is missing:

- Section(s) of the law you believe have been violated;
- Copy of documentation related to your complaint.

If an investigation or examination is opened, the Complainant and the Respondent must understand that investigations and examinations are confidential. However, you may be contacted if further information is needed.

As a regulatory agency, DIFS *must remain impartial*. Our role is not to take sides in a dispute/complaint. Investigation and Examination staff will review the facts. We do not render a decision until the review is concluded and the matter is:

Closed, No Cause for Further Action
The case remains confidential since no
administrative action was taken. The investigation
or examination is not considered public
information.

#### Referred to Enforcement

The investigation or examination case is referred internally to have enforcement action taken if the allegations were supported. Enforcement staff would then recommend that the Director take administrative action such as:

- Issuing a Stipulation and Consent Order to Respondent. (This could include but is not limited to license suspension, additional training, additional monitoring of business practices, restitution, fines, and revocation)
- Issuing a Cease and Desist Order, ordering Respondent to stop violating the statute(s).
- Issuing an Order of Revocation of the Respondent's license, certificate or registration.

Investigation and examination cases can take from a few weeks to several months to conclude; the timeframe depends on the complexity of the case. In complex cases, it's not unusual for the investigation or examination to extend beyond a year. Investigations and examinations are *confidential* and there is very little information that can be shared during an ongoing review.

Enforcement cases may go to an administrative hearing when facts are disputed. When the hearing process is over or orders issued, the decisions are considered public information. Decisions are posted on the web, transmitted to the NAIC or national regulatory database if applicable.

We hope this Guide explains our investigation and examination process. We may not be able to provide the exact results you want. We can only resolve disputes based upon the information provided and our authority under Michigan law.

Whether you are the Complainant or the Respondent, we appreciate your patience during the investigative and examination process.



## **Business to Business Complaint Form**

We define a Business to Business complaint as a complaint filed by a company or individual licensed by DIFS against another company or individual.

If you are a consumer filing a complaint, please use the appropriate complaint form, available from www.michigan.gov/difs or by calling DIFS toll-free at 877-999-6442.

Your Name				Name of COMPANY this complaint is about					
Stacey R Smith MDOC: 961608.				THE COUNTY OF KENT & STATE OF MICHIGAN (17TH CIR CRT).;					
Address				Name of INDIVIDUAL this complaint is about					
855 KALAMAZOO AVE SE				LEAD PROSECUTOR CHRIS R. BECKER					
				Section(s) of the	ne Michigan law you believ	ve have	been viola	ted:	
MANDAMUS UT DE FOEDERATUM.				MCL 600-1701 MCR 3.305; MCR 3.302 & 6.201.					
City	State	Zip		Have you hired an attorney to represent you in this matter?   Yes   No					
GRAND RAPIDS	MI	49507			Have you filed a laws	uit in this	s matter?	✓ Yes □ No	
Daytime phone number	,	r phone number		Your email addr	ess			Date(s) of incident	
231 ) 399-2695 (616 ) 303-7260				androgenxalon@att.net				07/22/2015	
Type of insurance	Au	ito	<i>F</i>	Home or property	Health insurance		Financial	Institution/Consumer Finance	
product my complaint involves:	Life			Annuity	Liability		Title		
	Lo	ng-term care		Disability income	✓ Surety Bond		Other: O	ATH OF OFFICE	
Details of my complaint: This is an Oath of Offi Michigan:  STATE OF MICHIGAI OF OFFICE CLAIM; F P-53752, P-38380, P- BREACH OF THE 17' RECORD. DAMAGES INCLUDES THE LOS THROUGH FED EX A BIMBO BAKERY, SPA MR. STACEY R. SMI' JUDICIAL CIRCUIT OAGREEMENT FOR N  Michigan Law(s) violated	N AND THE P-53941, P- 66576, P-4 TH JUDICI, S S OF THE AIR, ARTAN NA TH - BREA OURT SEI ON-PUBLI	E COUNTY OF 138156, P-583874006, P-11479, AL CIRCUIT COULT COULT COULT COULT SH, 5/3 BANK, CH OF THE 1771TENCING PLE	KENT 7, P-1 P-34 OURT OME DELT TH	T - OATH 8210, 095. PLEA AGREE AND 5 EMPLC	MENT PER THE CO	IITIES	copies your and Based docum if an in warrard Michigan 1956 and review compan DIFS. Company of the company of th	Always send copies. Never send original documents.  an law, including PA 218 of s amended, authorizes the of complaints involving nies or individuals licensed by Completion of this form is iry and helps us review your	
Please suggest a fair res	olution:								
INVOICE # 108 issued	d from 1ST	AFRICAN NAT	IONA	AL & CO. INV.	GLOBAL (EMS) \$41	9K			
Please mail your complaint to:  DIFS - Office of Consumer Services  PO Box 30220  Lansing MI 48909-7720				I authorize the release of any information regarding this complaint to help the Department of Insurance and Financial Services with their review. A copy of this complaint and related documents may be sent to any company or individual licensee involved in this matter.					
Or fax to: 517-284-8837 Or Email to: difs-info@mi	chigan.gov			Signature				Date signed	

